

PROGRESS IN THE BEAUFORT



DOME PETROLEUM LIMITED

POLAR
PAM
4357

POLARPAM

DPL

622.32(26):
(*628)

Northern Business Bulletin

PUBLISHED BY DOME PETROLEUM LIMITED,
BOX 2300, INUVIK, N.W.T., XOE 0T0

VOL 1, NO 2
AUGUST 1982

NORTHERN BUSINESS OPPORTUNITIES INFORMATION

THE NORTHERN BUSINESS BULLETIN IS PUBLISHED MONTHLY TO PROVIDE INFORMATION ON UPCOMING TENDERS FOR GOODS, EQUIPMENT AND SERVICES. OTHER ITEMS OF GENERAL INTEREST TO NORTHERN BUSINESSES ON THE BEAUFORT DEVELOPMENTS ARE INCLUDED. COPIES ARE SENT TO ALL COMPANIES LISTED IN THE NORTHERN BUSINESS DIRECTORY. FOR MORE INFORMATION ON ANY ITEM CONTACT - JACK STRICHARUK, NORTHERN BUSINESS RELATIONS, DOME PETROLEUM LTD., P.O. BOX 2300, INUVIK, NWT XOE 0T0, PHONE 403-979-3002.

BEAUFORT COMPANY SUCCESSFUL IN SOUTHERN MARKETS

EARLY IN 1976 ARCTIC LABORATORIES LTD. WAS FOUNDED IN INUVIK TO PROVIDE ARCTIC OCEANOGRAPHY AND ANALYTICAL CHEMISTRY SERVICES. A WIDE VARIETY OF CHEMICAL TESTS ARE PERFORMED RANGING FROM THE COMPOSITION OF DRILLING MUDS TO THE QUALITY OF DRINKING WATER. INITIALLY THE COMPANY WAS ACTIVE MAINLY THROUGH THE SUMMER DRILLING SEASON. HOWEVER, IN 1981 YEAR AROUND WORK STARTED WITH AN EXTENSIVE STUDY ON THE EFFECTS OF ARTIFICIAL ISLANDS ON THE BEAUFORT ENVIRONMENT.

ALSO IN 1981 ARCTIC LABS EXPANDED THEIR LABORATORY FACILITIES INCLUDING AN ENVIRONMENTALLY CONTROLLED "CLEAN LAB" TO PERFORM TRACE METAL TESTS WITH A QUALITY THAT IS ONLY AVAILABLE IN A FEW OTHER CANADIAN LABORATORIES. IN ADDITION THE COMPANY IS ORGANIZING TO PROVIDE REGULAR ENGINE OIL TESTS FOR WEAR ANALYSIS. ARCTIC LABS NOW HAS A STAFF OF EIGHT OCEANOGRAPHERS, CHEMISTS AND TECHNICIANS. WITH THESE NEW FACILITIES ARCTIC LABS IS SUCCESSFULLY ATTRACTING CONSIDERABLE BUSINESS FROM SOUTHERN CANADA AS WELL AS FROM ALL PARTS OF THE NORTH.

1982 CONTRACTS AWARDED TO NORTHERN BUSINESSES

MAY	SLAVE RIVER SAW MILLS NORTHERN ARC SHIPBUILDERS ARCTIC LABORATORIES NASOGALUAK SERVICES RUBEN TRANSPORT PHILLIPS CLEANERS NORTH STAR SERVICE DELTA MANAGEMENT MID ARCTIC TRANSPORT FELIX EQUIPMENT RENTALS	FORT RESOLUTION HAY RIVER INUVIK SACHS HARBOUR PAULATUK TUKTOYAKTUK INUVIK INUVIK INUVIK TUKTOYAKTUK	HEAVY DUTY PALLETS BARGE CONSTRUCTION CURRENT METER BUOYS LOADER RENTALS LOADER RENTALS CAMP CLEANING GABION FILLING HOUSE LEASING EXPEDITING CEMENT PLANT
JUNE	KIKOAK BUS SERVICE ARCTIC OFFSHORE LTD. PLUIM CONSULTING NORTH STAR SERVICES KIRK CONSTRUCTION CARN CONSTRUCTION WESTEC ELECTRIC	TUKTOYAKTUK HAY RIVER INUVIK INUVIK INUVIK INUVIK INUVIK	BUS SERVICES SHIP CHARTERS TRUCK LEASES ROCK CRUSHING GABION HAULING ROCK HAULING AIR CONDITIONING

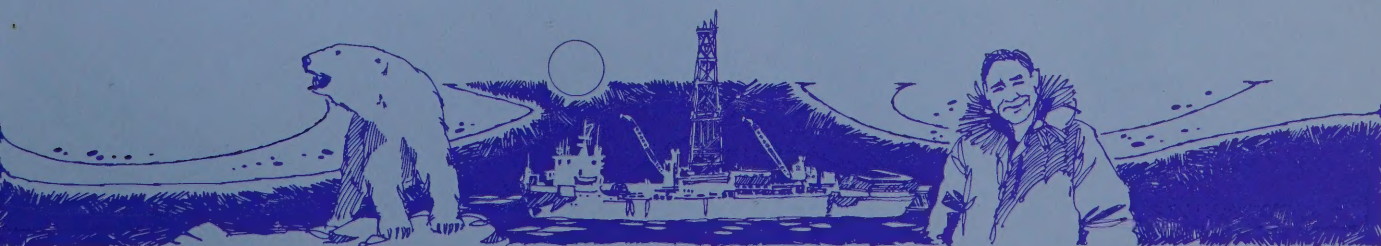
POLAR
PAM
4357

POLARPAM

JULY	AKLAR AIR	INUVIK	CREW CHANGES
	JACOBSON BEAR SERVICES	TUKTOYAKTUK	BEAR MONITORING
	BEAUTUK MARINE	TUKTOYAKTUK	EQUIPMENT RENTALS
	GRUBEN TRANSPORT	TUKTOYAKTUK	EQUIPMENT RENTALS
	BEAUTUK MARINE	TUKTOYAKTUK	TANK CLEANING
	PLUIM CONSULTING	INUVIK	SPACE RENTAL
	MCDONALD BROTHERS	TUKTOYAKTUK	MARINE ELECTRICAL
	KIRK CONSTRUCTION	INUVIK	GABION HAULING
	N.T.C.L.	TUKTOYAKTUK	SHIP CHARTER

1982 NORTHERN BUSINESS PURCHASES BY COMMUNITY

COMMUNITY	MONTH OF JUNE	MONTH OF JULY	TOTAL FOR YEAR
AKLAVIK	86,637.09	--	88,402.09
ARCTIC BAY	--	--	754.66
BROUGHTON ISLAND	--	--	280.00
CLYDE RIVER	--	--	210.00
COPPERMINE	967.00	--	6,329.05
FORT MCPHERSON	31,392.00	11,337.00	99,517.50
FORT RESOLUTION	34,650.00	--	34,650.00
FROBISHER BAY	12,688.20	1,132.55	34,062.52
GRISE FIORD	--	--	966.61
HAY RIVER	602.60	31,897.86	222,125.27
HOLMAN	--	412.50	3,344.00
IGLOOLIK	550.92	--	550.92
INUVIK	598,869.84	431,456.34	3,067,214.99
NORMAN WELLS	--	--	1,884.57
PANGNIRTUNG	--	822.50	2,826.50
PAULATUK	518.00	16,150.00	161,308.00
POND INLET	--	805.00	2,155.00
RESOLUTE BAY	--	--	1,095.00
SACHS HARBOUR	--	--	35,004.00
TUKTOYAKTUK	610,651.11	453,685.26	3,019,782.09
YELLOWKNIFE	11,730.19	10,227.36	300,633.77
TOTAL NWT	1,415,013.95	957,926.37	9,038,096.84
YUKON	34,092.68	47,824.35	388,202.91
TOTAL NWT & YUKON	1,449,106.63	1,005,750.72	9,471,299.75



DOME PETROLEUM LIMITED



INTERNAL CORRESPONDENCE

48465

56
79-09DATE 1982 07 27
YEAR MONTH DAY

To Noel Broom/Rick Hoos

FROM Bruce Klatt

DEPARTMENT OR FIELD OFFICE

COST CENTRE
OR AFE No.

FILE No.

SUBJECT

RE: PREPARATION FOR MEDIA KIT/TRAINING AND DEVELOPMENT IN THE
FRONTIER DIVISION

1. Tuk Tech

During the past two off-seasons (approximately mid-November to the end of March of each year) and again during the off-season of 1982/83 an academic/technical program has been and will be conducted for northern residents. During the past two years, 114 northerners from 14 different locations in the Western Arctic have been enrolled in this program. 80 students have successfully completed the Tuk Tech program which involved instruction and hands-on experience in the following areas:

- Food Services
- Nautical (Level I and II)
- Basic Office Practices
- Introductory Welding
- Introductory Electrical
- Introductory Carpentry
- Introductory Mechanics
- Heavy Equipment Operation

2. New programs that will be implemented during the up-coming 1982/83 Tuk Tech program are "Industrial Worker" and "Fourth Class Steam Ticket". The Industrial Worker program will concern itself with an orientation and basic skill level for employees entering Yard Crew operations at Tuktoyaktuk and/or McKinley Bay.

3. Apprenticeship Training

Dome has implemented an active program that is geared toward indenturing northerners in apprenticeship programs. Thus far during the 1982 drill season 9 northerners have been indentured and another 7 formalized apprentice programs will be set up by mid-August 1982. These programs include trades, such as crane operator, heavy equipment operator, air craft mechanic, heavy equipment mechanic, electrician, steam engineer, welder, industrial warehouseman, and commercial cook.

.../2

POLAR
PAM
4357

POLARPAM

All those indentured in this program to date have been northerners. The Government of the Northwest Territories is assisting in this program through guidance on the apprenticeship standards and through grants per indentured employee that range as high as \$170 per week.

4. Yard Crew Training Program

The 1982 drill season will be the first of implementation season for the newly developed Yard Crew Training Program. This program is a self-paced, competency based training program that deals with specific and hands-on training for yard crew personnel. Specifically, detailed training is included in the areas of equipment operations, crane operations, and roustabout duties and responsibilities. Orientation and training seminars have been conducted for supervisory and yard crew personnel on the implementation of this program. Enthusiasm and support for this program is very high and positive results from this program are expected as early as October/November 1982.

5. Marine Crew Training Program

A competency based program similar to that being implemented for Yard Crew has been about 60% developed for Marine Crew. Specifically, this training will concern both engine and deck activities. To date, programs have been completed for seamen, messmen, and engine room assistants.

6. Drill Crew Training Program

The Drill Crew Training Program for crews working on the four drillships was the first of the competency based training programs to be developed in the Frontier Division. This program was for the most part implemented during the 1981 drill season. During this season, 61 of the 120 drill crew personnel entered into the program. Of those 61, 47 remain actively involved. Only 8 who started the program, terminated part way through. As of November 1981, 1 person had fully completed the roustabout program, 2 had completed the crane operator program, 5 have completed the floorhand program, and 7 have successfully completed the pumpman/derrickman program. Development work still remains on 3 positions in this training program, these being sub-sea engineer, driller, and assistant driller. Special emphasis and effort is being put on this training program during the 1982 drill season in the Beaufort and early indications are that results will exceed those of 1981.

7. Ice Alert Training Programs

Over the past two years a series of one and two day Ice Alert Training Programs have been conducted for ship's captains, first mates, toolpushers and drill superintendents. These programs cover the basics of ice alert procedures and ice conditions in the Beaufort.

8. BOP and Well Control Training

Dome has established a drill training centre with a simtran drilling simulator to train employees in blowout prevention and well control. Each of these programs are one week in duration, at the end of which the Petroleum Industry Training Service sends a representative who then tests and certifies the Dome employees who have taken this training.

9. Engineer Career Path Planning

This is a newly established program during the summer of 1982. At this stage some 60 engineers who have four or less years experience since university graduation have gone through a one day orientation program on career and development planning.

10. Canmar Supervisory Training

During the 1981/82 offseason a supervisory training program was specifically designed and tailored to meet the needs of marine and drill crew personnel in the Canmar/Beaufort Dome operation. Only one program has been run to date, however results of this program were extremely high. It is expected this program will be run again during the 1982/83 offseason. Participants in the program are those in supervisory functions within Canmar and the Frontier Division of Dome.

11. Pre-Season Orientation Training

During the past years orientation programs were conducted for employees travelling to and working in the North with Dome/Canmar. These orientation programs involved procedures, policies, drill operations, and specifically addressed rules, regulations and safety standards and conduct.

12. AEG Electrical Course

This program was first implemented in 1981 and again in 1982 to provide instruction to electricians regarding the electrical system on the Explorer 3.

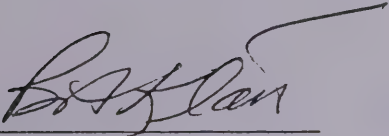
Noel Broom/Rick Hoos

1982 07 27

.../4

13. Summer Student Program

During the past years, and again this year although in fewer numbers, Dome has hired high school students from the Hamlet of Tuk for summer employment. Qualifications for hire under this program were established to assist and encourage students to complete their education.

A handwritten signature in cursive script, appearing to read "Bruce Klatt", written over a horizontal line.

BRUCE KLATT

BK/cj

DOME PETROLEUM

INDEX OF TRAINING PROGRAMS
OFFERED IN FRONTIER TRAINING

DRILL CREW TRAINING PROGRAM

MARINE CREW TRAINING PROGRAM

YARD CREW TRAINING PROGRAM

CHIEF COOK TRAINING PROGRAM

CHIEF STEWARD TRAINING PROGRAM

TUK BASE UTILITY PLANT TRAINING PROGRAM

DRILL CREW TRAINING PROGRAM

A. ROUSTABOUT

1. Roustabout Job Functions
2. Prepare for Material Transfer
3. Crane Signals
4. Anticipate Movement of Loads
5. Rigging Loads
6. Maintain Housekeeping
7. Assist with Mixing Mud
8. Perform Painting Duties
9. Assist where Required
10. Off-Load Materials
11. Relieve Floorhand
12. Describe Casing Grades and Classifications
13. Measure, Clean and Drift Casing

B. CRANE OPERATOR

1. Crane Operator's Job Functions
2. Identify Crane Equipment and Components
3. Interpret Crane Signals
4. Determine Load Weights and Stay within Limits
5. Operate Crane
6. Lubricate and Maintain the Cranes
7. Supervise Roustabout Crew
8. Supervise Safety and Materials Handling
9. Transfer Personnel Safety
10. Communicate with Drill Crew and Marine Crew
11. Identify Thread Types and Use Measuring Techniques
12. Identify Commonly Used Drilling Equipment and Materials
13. Prepare Equipment for Special Jobs

C. FLOORHAND

1. Describe Job Functions of Floorhand
2. Trip Pipe and Make Connections
3. Assist Running B.O.P. Stacks
4. Perform Special Rig Floor Duties
5. Measure Drill Pipe Calipers and Drill Collars
6. Operate Bottom Racking Arm
7. Use Crane Signals
8. Lubricate and Maintain Drilling Equipment
9. Maintain Floor Housekeeping
10. Help Monitor Well Blow-out Signs
11. Communicate with all Crew Personnel
12. Relieve Pumpman and/or Derrickman

D. PUMPMAN/DERRICKMAN

1. Describe Pumpman's Job Functions
2. Describe Derrickman's Job Functions
3. Describe Physical Layout of Mud and Dry Bulk System
4. Describe Mud Composition
5. Mud Mix
6. Carry out Mud Check
7. Identify Signs of Blow-out and Well Problems
8. Perform General Housekeeping Duties
9. Perform Routine Operation and P.M. Checks
10. Repair Pumps
11. Perform Special Tasks
12. Operate Pipe Rack
13. Perform Derrickman Maintenance

COMMUNICATION TECHNIQUES

14. Maintain Required Reports
15. Notify Bridge, Mud Loggers and Drillers of Material Transfer
16. Organize Crew When Required
17. Maintain Liaison with Maintenance Personnel
18. Train and Relieve Personnel as Required

E. ASSISTANT DRILLER

1. Describe Assistant Driller's Job Function
2. Monitor Safety of Crew and Equipment
3. Monitor Equipment Operation
4. Assist with Drilling Operation
5. Relieve Driller
6. Supervise Crew
7. Train Crew

F. SUB-SEA ENGINEER

1. Describe Sub-Sea Engineer's Job Function
- 2.
3. Describe Casing, Hanger Assemblies, Well Head Housing, P.G.B. and Running Tools
4. Describe Heave Compensator and Tensioner Equipment
5. Describe Auxiliary Equipment
6. Describe Pressure Test Requirements and Reporting Format

MARINE CREW TRAINING PROGRAM

SEAMAN

SECTION A: FIRE PREVENTION/FIGHTING

1. Identify Alarm Systems and Seaman's Responsibilities for Sounding Alarms
2. Identify and Use Various Firefighting Equipment
3. Maintain and Re-charge Fire Extinguishing Systems
4. Identify, Use, Maintain Breathing Apparatus
5. Identify Locations of Vent Fan Switches and Fire Flaps

SECTION B: SPECIAL HAZARDS

1. Identify and Use Correct Procedures to Maintain Watertight Integrity
2. Use Extra Precautions for Securing Cargo and Geer in Heavy Weather
3. Identify Oilspill Reporting Responsibility and Perform Clean-up Duties

SECTION C: SHIP STABILITY

1. Identify and Read Draught Marks
2. Identify and Use Tank Sounding Procedures
3. Identify Hazards and Procedures While Under Icing Conditions

SECTION D: EMERGENCY PROCEDURES

1. Identify Procedures for Man Over-board
2. Identify Damage and Life Control Methods
3. Identify Ship Abandonment Procedures using Lifeboats and Liferafts.
4. Identify Ship Abandonment Procedures using Supply Boat

SECTION E: SPECIAL GAS ROUTINE

1. Identify Fire Hazards and Procedures during Gas Alert
2. Identify Breathing Hazards and Procedures during Gas Alert
3. Identify Supply Boat Status and Procedures when Alongside Rig During Gas Alert

SECTION F: GENERAL SAFETY PROCEDURES

1. Identify and Use Stretchers
2. Identify and Use Personal Safety Equipment
3. Use Safety Procedures for Moving Tank Lids
4. Use Tank Safe Entry Procedures
5. Fire Watch Responsibilities

SECTION G: GENERAL HOUSEKEEPING

1. Perform Daily Routines
2. Report Use of Stores
3. Report Messman on Supply Boat
4. Maintain Personal Commitment to Cleanliness

SECTION H: VESSEL AND EQUIPMENT MAINTENANCE

1. Identify/Use Procedure for Rust Prevention
Painting and Greasing Fittings
2. Hose Down
3. Clean Cement Tanks
4. Describe Use of Fenders
5. Poor Spelter Sockets

SECTION J: ANCHOR HANDLING

1. Identify Anchor Wynch Components
2. Assist in Anchor Wynch Operations
3. Assist in Passing Rig Wire to Supply Boats
4. Assist in Re-newing Rig Wires
5. Read Anchor Wire Tensioning Meters
- 6.
7. Secronize Wynch Spooling Gear
8. Demonstrate Safe Working Methods
9. Maintain Tools in Orderly State
10. List and Identify Components of Anchor System
11. Attach Shackles and Pear Links to Anchor System
12. Operate and Monitor Tugger Wynches, Capstons and
Deadmen
13. Operate Pelican Hooks
14. List Sequence of Events in the Anchor Laying Operatin
15. Perform Lasouing and Graffling Techniques
16. Identify, Use and Maintain Equipment to Make a Tow

SECTION K: LOADING AND UNLOADING CARGO

1. Identify and Use Crane Operating Signals
2. Identify Cargo and Hazardous Cargo Stowage Procedures
3. Identify and Use Bulk Loading Procedures
4. Be Aware of Danger of Snatch-Lifting

SECTION L: GENERAL SEAMANSHIP

1. Make Knots and Splices
2. Determine Safe Working Load of Rope, Wire and Chain
3. Identify and Use Correct Rigging Procedures
4. Identify and Use Hand Lead Line for Sea Bottom Soundings
5. Identify, Use and Make Up Heaving Lines
6. Use Terminology and Procedures for Mooring Vessels to another Vessel or Dock.
7. Use Terminology and Procedures when Anchoring Ship
8. Identify Responsibilities for Rigging Gangways, Pilot Ladders.
9. Identify and Use Equipment Required for Safe Working Aloft and Overside
10. Perform Sail-making and Canvas Work
11. Identify Canadian Voyage System
12. Identify Navigation Lights and Shapes

SECTION M: HELICOPTER OPERATIONS

1. Identify Responsibilities of Personnel and Identify Special Hazards
2. Identify and Use Helifuel Transfer Equipment
3. Identify Personnel in Embarking and Disembarking Procedures
4. Identify and Use Helicopter Loading and Unloading Techniques

SECTION N: WATCHKEEPING ROUTINE

1. Identify Deck Log Book
2. Identify and Use Magnetic and Gyro Compass
3. Carry out Steering and Helm Orders
4. Identify and Use Watchkeeping/Lookout Procedures
5. Identify and Use Bridge Equipment

SECTION O: ACTIVATION OF COLD SHIP AND SPRING START-UP

1. Service Firefighting Equipment
2. Assist in Activating Cold Ship

SECTION P: END-OF-SEASON WINTERIZING

1. Store Inflatable Boat and Outboard Engine
2. Identify and Use Submersible Pumps and Draining Tanks
3. Assist in End-Of-Season Winterizing

YARD CREW TRAINING PROGRAM

A. EQUIPMENT OPERATOR :

1. Describe Operator's Job Functions
2. Describe Functions and Limitations of Fork Lift
3. Operate Forklift
4. Maintain Forklift
5. Identify All Yard Components
6. Describe Yard Layout
7. Practice Correct Transfer Procedures (Land)
8. Practice Correct Transfer Procedures (Barges)
9. Practice Correct Transfer Procedures (Aircraft)
10. Organize and Maintain Ground Safety
11. Plan, Organize and Communicate Effectively

B. CRANE OPERATOR

1. Describe Crane Operator's Job Function
2. Describe Main Crain Components and Limitations
3. Operate Linkbelt and Identify Main Components
4. Operate Manitowoc and Identify Main Components
5. Operate Groves and Identify Main Components
6. Practice Correct Transfer Procedures
7. Perform Preventive Maintenance
8. Demonstrate and Respond to Crane Signals
9. Identify and Describe Materials
10. Supervise and Communicate with Crew

C. ASSISTANT CRANE OPERATOR

1. Describe Assistant Crane Operator's Job Function
2. Describe all Crane Functions
3. Maintain Crane
4. Operate 15 Ton Gallion Crane
5. Demonstrate and Use Crane Signals
6. Organize and Ensure Ground Safety
7. Describe and Identify Materials
8. Organize Crew (Rooustabouts)
9. Rig Loads
10. Organize and Sort Rigging
11. Supervise Crew and Inspect Rigging
12. Interact with Other Personnel

D. ROUSTABOUT

1. Describe Roustabout's Job Functions
2. Identify Yard Hazards and Preventive Measures
3. Demonstrate Safe use of Hand/Power Tools and Equipment
4. Practice Good Housekeeping and Procedures
5. Use Heavy Equipment Signals
6. Identify Crane Signals
7. Demonstrate and Practice Safe Load Transfer Procedures (Land)
8. Demonstrate and Practice Safe Load Transfer Procedures (Aircraft)
9. Demonstrate and Practice Safe Load Transfer Procedures (Marine)
10. Follow Safe Docking and Mooring Procedures
11. Identify Materials

E. SEWAGE SYSTEM

- Describe Sewage System
- Perform Pre-Start Checks
- Start-Up Sewage System
- Operate Sewage System
- Shut-Down Sewage System
- Trouble-Shoot Sewage System

F. FIRE WATER SYSTEM

- Describe Fire-Water System
- Perform Automatic Start-Up Checks
- Monitor Automatic Operation
- Monitor Automatic Shut-Down
- Trouble-Shoot Fire Water System

G. WATER TREATMENT PLANT

- Describe Water Treatment Plant
- Perform Pre-Start Checks
- Start-Up Water Treatment Plant
- Operate Water Treatment Plant
- Shut-Down Water Treatment Plant
- Trouble-Shoot Water Treatment Plant

H. PREVENTIVE MAINTENANCE

- Follow Daily Preventive Maintenance Schedule
- Follow Weekly Preventive Maintenance Schedule
- Perform Monthly Preventive Maintenance Schedule
- Adjust Preventive Maintenance Schedule for Seasonal Changes
- Plan Preventive Maintenance Program

I. SUPERVISORY SKILLS

- Maintain Inventory
- Train Operators
- Obtain Plant Operator's Certificate
- Operate Control Room
- Maintain Records
- Follow Proper Shift Change-Over Procedures

G. DRILLER

1. Driller's Job Function
2. Supervise Drill Crew
3. Identify Control Components
4. Identify Components and Operation of B.O.P. and Choke Manifold System
5. Make Hole
6. Interpret External Signs
7. Utilize Technical Resources
8. Supervise Care and Maintenance of Drilling Equipment
9. Record Pipe Tally and Complete Drilling Report

H. TOOLPUSHER

1. Describe Toolpusher's Job Function
2. Supervise Shift Safety
3. Organize and Expedite Job
4. Delegate Tasks
5. Provide Feedback to Crew
6. Develop and Maintain High Quality Crew Performance
7. Recognize and Deal with Emergencies
8. Maintain Liason with the Drilling and Marine Personnel
9. Control Costs
10. Supervise Care and Maintenance of Drilling Equipment
11. Supervise Running of B.O.P. Stack

CHIEF COOK TRAINING PROGRAM

SECTION A:

Maintain Galley Hygiene

SECTION B:

Prepare Menues

SECTION C:

Prepare Food

SECTION D:

Use and Maintain Galley Tools and Equipment

SECTION E:

Supervise Personnel

SECTION F:

Food Service

SECTION G:

Order Food Supplies

CHIEF STEWARD TRAINING PROGRAM

SECTION A:

Supervise and Co-ordinate Personnel

SECTION B:

Supervise Food Services and Accommodation

SECTION C:

Perform Purchasing Duties

SECTION D:

Perform Clerical Duties

SECTION E:

Receive and Dispatch Mail

SECTION G:

Supervise Recreation Area

TUK BASE UTILITY PLANT - DOME PETROLEUM

A. SAFETY

- Describe Fail-Safe System
- Describe Chemical Hazards
- Describe Pressure Hazards
- Describe Electrical Hazards
- Describe Fire Hazards
- Describe Dome Safety Policy
- Obtain First-Aid Certificate
- Use Personal Safety Gear
- Use Proper Fire Fighting Techniques
- Practice Good House-Keeping
- Use Proper Fuel Handling Techniques
- Describe Carbon Monoxide Hazards

B. GENERAL KNOWLEDGE

- Use and Care for Hand Tools
- Describe Operation of Centrifugal Pump
- Describe Basic Operation of Diesel Driven Engines
- Describe Basic Operation of Generators
- Describe Basic Operation of Boilers
- Describe Basic Operation of Electric Motors
- Describe Purpose of Record Keeping System
- Identify Lubricants
- Describe Basic Control Room Functions
- Describe Personnel Structure
- Describe Systems Function
- Identify and Operate Valves

C. BOILER SYSTEM

- Describe Boiler Operation
- Perform Pre-Start Checks
- Start-Up Boilers
- Operate Boiler System
- Shut-Down Boilers
- Trouble-Shoot Boiler Systems

D. ELECTRICAL SYSTEM

- Describe Electrical System
- Perform Pre-Start Checks
- Start-Up Electrical Systems
- Operate Electrical System
- Shut-Down Electrical System
- Trouble-Shoot Electrical System

